

## THIRD TAXING DISTRICT

## REGULAR MEETING

**NOVEMBER 18, 2002**

**ATTENDANCE:** David Brown, Chairman; Stephen Feinstein; Paul Coggin

**STAFF:** Lawrence Dennin; Ron Scofield

**OTHERS:** Stephen Orris; Ray Mitchell

The Chairman called the meeting to order at 7.05pm.

### **PUBLIC COMMENT**

Mr. Orris referred to the meeting of October 21, 2002 in which the method of filling the vacancy of the chairman of the 51 Van Zant Street Steering Committee was discussed. Mr. Orris stated that he was concerned that there would be a conflict of interests if a member of the Board were also on the East Norwalk Improvement Association; he asked for this to be looked into to avoid delaying the process.

Mr. Brown stated that this had been discussed during his last meeting with Mr. Dennin and said they are in the process of redefining their ethics code.

Mr. Orris stated that the Connecticut State code already exists over this and he just wanted the process to be done legally.

**APPROVAL OF THE MINUTES OF THE**

**OCTOBER 21, 2002**

**\*\* MR. FEINSTEIN MOVED APPROVAL OF THE MINUTES AS AMENDED.  
\*\* MR. COGGIN SECONDED.**

The following corrections were made:

Page 3, fifth paragraph, at the end of the first line insert the following “in deciding on how the Chairman is chosen”.

Page 4, last paragraph, (before the motion) delete the word opposition and insert the following “abstaining from the vote”.

Page 5, first motion, Mr. Feinstein abstained from the vote. Page 5, last paragraph, delete the word fibrillates and insert “automatic, external defibrillators”.

Mr. Brown stated that there is nothing in the minutes that they did not say, however the context is wrong when compared to his taping of the minutes.

**\*\* MOTION PASSED UNANIMOUSLY.**

**APPROVAL OF THE MINUTES OF THE  
OCTOBER 7, 2002 MEETING**

**\*\* MR. BROWN MOVED TO TABLE THE APPROVAL OF THE MINUTES OF  
OCTOBER 7, 2002 UNTIL THE NEXT MEETING.**

**\*\* MR. COGGIN SECONDED.**

**\*\* MOTION PASSED UNANIMOUSLY.**

## **51 VAN ZANT STREET STEERING COMMITTEE**

### **FILLING OF VACANCIES**

Mr. Coggin asked for recognition of the comments made earlier by Mr. Orris in that he saw a conflict of interest with commissioners also being on the East Norwalk Improvement Association, Board of Directors and also being on the Steering Committee.

Mr. Orris said this was correct and added that if one commissioner were to be on both then he would have to recuse himself from discussion and vote.

Mr. Coggin said there were some names proposed by Mr. Orris to fill the slots and the name of Bonnie Rising seemed like a good suggestions.

**\*\* MR. COGGIN MOVED THAT BONNIE RISING BE APPOINTED TO THE 51 VAN ZANT STREET STEERING COMMITTEE.**

Mr. Coggin stated that two slots are open and Ms. Rising would be filling one of the open slots.

Mr. Feinstein asked if she was from Tower Optical. Mr. Orris said that she was.

**\*\* MR. BROWN SECONDED.**

Mr. Brown stated that he did not know Ms. Rising however he did know of Tower Optical. Mr. Orris gave a family history of Ms. Rising.

Mr. Coggin added that they have been talking about this for up to six weeks and it was his desire to see the Steering Committee move forward. He reminded the Commissioners and the public that if this spot is filled there will still be one more opening to be filled.

Mr. Orris asked that Kevin Fitzgerald be recognized as part of the committee; for the record.

Mr. Brown said with a lineage such as Ms. Rising she would certainly have historical value of East Norwalk.

**\*\* MOTION PASSED UNANIMOUSLY.**

Mr. Coggin stated the Steering Committee meetings have been scheduled for the fourth Tuesday of every month, at 7.00pm at the Van Zant Street Library. Mr. Orris added that this rule would not apply for the month of December and he would let them know of an alternative date.

Mr. Dennin asked if Mr. Orris was aware of the FOI requirements. Mr. Orris stated that they have employed the services of Telesco Secretarial Services with regard to minute taking.

Mr. Coggin stated that if Mr. Orris needed any support they were happy to help and explained the rules of posting the minutes etc.

## **PURCHASING POLICY UPDATE**

**\*\* MR. FEINSTEIN MOVED TO TABLE THIS ITEM UNTIL THE NEXT MEETING.**

**\*\* MR. BROWN SECONDED.**

**\*\* MOTION PASSED UNANIMOUSLY.**

## **ROOF REPAIR – REVIEW OF ESTIMATES AND APPROVAL**

Mr. Brown stated that they had received three estimates. He asked Mr. Mitchell for a description of the condition of the roof.

Mr. Mitchell said it was terrible, the wood is rotting and with a heavy snowfall it looks as though it will fall right in. He said every time it rains the roof leaks and they have to move the equipment around to stop it from getting wet. Mr. Brown added that the plastic on the inside that was supposed to fix it has also deteriorated.

Mr. Feinstein made the following observations. He said there were three estimates, Advanced Tech., who he had not heard of, gave an estimate of \$9000 with a 15 year guarantee; Main Roofing Co, who he was familiar with, gave an estimate of \$9500 with a 10 year guarantee and Zakhar Roofing, who he was also familiar with, gave an estimate of \$9600 with a 10 year guarantee. Having said that it would seem as though Advanced Tech. gave the best price with the longest guarantee but reiterated that he did not know the company.

Mr. Feinstein asked Mr. Scofield how he had obtained the estimate from Advanced Tech. Mr. Scofield replied that it had come over the fax.

Mr. Coggin agreed with the comments of Mr. Feinstein in that he did not know Advanced Tech. He asked Mr. Scofield if there was enough time to go back to Advanced to get more information from them,

how many employees, insurance etc.

Mr. Scofield stated that the electrician had informed him that the situation is dangerous now because the water is leaking into the lights.

Mr. Brown said understanding the urgency of the replacement of the roof, for what little difference he saw between the estimates he was more comfortable to use Main Roofing Company, as he liked the look of their workmanship.

**\*\* MR. BROWN MOVED TO USE THE MAIN ROOFING CO., INC TO REPAIR THE ROOF.**

**\*\* MR. FEINSTEIN SECONDED.**

**\*\* MOTION PASSED TWO VOTES IN FAVOR, ONE ABSTENTION (MR. COGGIN).**

### **DIGGER TRUCK – REVIEW OF ESTIMATES AND APPROVAL**

Mr. Brown stated that Mr. Mitchell had been handling this.

Mr. Feinstein questioned the estimate provided by Altec. Mr. Scofield stated that they should discard the last two pages of the estimate and the price had changed to \$129,000.

Mr. Mitchell said the Altec was the best unit as it provided some of the equipment on it that they want; in particular the boom tip take up reel and it is the only one to give mobile service, however they won't take the truck on a trade in basis. He suggested they sell the old truck at auction.

Mr. Coggin asked why the old truck needed to be replaced. Mr. Mitchell said that the old one was just not strong enough and the new trucks have more strength.

Mr. Brown asked if the engines were comparable. Mr. Mitchell explained the differences.

Mr. Coggin asked how long it would take to get the truck. Mr. Scofield replied that it would take six to seven months.

Mr. Mitchell stated that the truck from Altec has the boom and the bucket and there are manual controls in the bucket, which is another good point.

**\*\* MR. COGGIN MOVED TO AUTHORIZE THE PURCHASE OF A DIGGER TRUCK FROM ALTEC FOR A PRICE NOT TO EXCEED \$131,000.**

**\*\* MR. BROWN SECONDED.**

**\*\* MOTION PASSED UNANIMOUSLY.**

### **METER AUDIT – REVIEW OF ESTIMATES AND APPROVAL**

Mr. Scofield stated that there are two quotes provided in the packet, the third quote was supposed to have been faxed, even after several phone calls to the company, they did not send it.

There was some general discussion about the difference in prices on the quotes received.

Mr. Coggin questioned the wording in the proposal from North East Utilities. Mr. Scofield confirmed that the price of \$17000 was correct and it would be a four meters a day.

Mr. Coggin stated that they only have two proposals and in the last meeting they had requested three. Mr. Scofield replied that he had spoken to two companies other than North East Utilities; one of them was Emerson and that proposal is enclosed. The other company, Seamans stated that they could not compete with North East Utilities but they would be happy to provide a proposal for the sake of comparison, however, Seamans did not send anything at all, even after several telephone calls to them.

Mr. Coggin asked if this was advertised. Mr. Scofield said it was not; he had phoned the other companies as suggested at the last meeting.

Mr. Coggin said as much as he thought they should do this, he was uncomfortable pushing this forward without the third proposal and without having advertised it.

Mr. Brown stated that he disagreed and that Mr. Scofield had followed the direction of Mr. Coggin as stated during the last meeting.

Mr. Feinstein stated that he understood Mr. Coggin's statement, in that if they had placed a small ad. in the paper they may or may not have had another vendor. On the other hand he also agreed with the comments of Mr. Brown in that Mr. Scofield did follow the direction of the Commissioners at the last meeting. Mr. Feinstein said his concern was that there is a bidding policy and questioned how it would comply with this; he added until that is defined he did not want to make a judgment.

Mr. Dennin stated that the bidding policy does not require an ad to be placed in the paper but it does



require three proposals.

Mr. Coggin suggested that Mr. Scofield call the third company again and ask them to send the proposal.

Mr. Brown said they are in a loophole where three proposals have been requested, Mr. Scofield did work on this unfortunately they only have two and in his opinion they had the best proposal that they would get and that was from North East Utilities.

**\*\* MR. BROWN MOVED ACCEPTANCE OF THE PROPOSAL FROM NORTH EAST UTILITIES.**

**\*\* THE MOTION FAILED DUE TO LACK OF A SECOND.**

Mr. Brown stated that the next four items on the agenda had an asterisk against them because they can go into executive session. However, Mr. Brown said that item number 9 Scott Marsic, was not ready to be discussed; item 10 should not be included in executive session (Mr. Dennin also confirmed this) and items 11, 12 and 13 would all be included in executive session.

### **SCOTT MARSIC**

There was no discussion on this item this evening.

### **GENERAL ELECTRICAL INFRASTRUCTURE UPDATE**

Mr. Coggin said they were waiting for an update on the overseeing of Joe Cristino and the projects he

has worked on. In a previous meeting Mr. Coggin stated that they had approved an extra \$22,000 for additional work; this is now complete, on budget and on time.

Mr. Brown said he had asked Mr. Cristino to re-evaluate the Rawling Street update, looking at outside help and he said that they are going to allow him to come up with the best vendor for the best price. He said he still did not have that information from him.

### **EXECUTIVE SESSION**

**\*\* MR. BROWN MOVED TO GO INTO EXECUTIVE SESSION TO DISCUSS R.T. VANDERBILT – METERING AND BILLING, AND THE GENERAL MANAGER SEARCH UPDATE.**

**\*\* MR. FEINSTEIN SECONDED.**

**\*\* MOTION PASSED UNANIMOUSLY.**

They went into executive session at 8.15pm and reconvened at

Respectfully submitted,

Kate Kye

## Telesco Secretarial Services